



~ Meeting Minutes

Thursday November 3rd , 2016 ~ 7:00 PM in the Byrd

1. WELCOME & INTRODUCTIONS – President Mike Griffin

- a. Meeting Called to Order at 7:01
- b. Introductions

2. SECRETARY (Kristen Magner) ABSENT

- a. Meeting Minutes Approved
- b. Thank You Notes
- c. Life Event Cards
- d. Consent Calendar Approval

i. November 8th	No School
ii. November 11th	Family Fall Fest(6:30)
iii. November 16th	3rd Grade Musical
iv. November 22nd	1 hour early dismissal
v. December 2nd	Report Cards Sent Home
vi. December 14th & 15th	Holiday Shop
vii. December 16th	1 Hour Early Dismissal
viii. December 19th-30th	No School (Winter Break)
ix. January 2nd	No School (Winter Break)
x. January 3rd	Class resume
xi. January 12th	PTO Meeting

3. PRESIDENT (Mike Griffin)

- a. General Comments

4. VICE PRESIDENT (Tina Tierney)

- a. General Comments
- b. Service Committee Introductions
  - i. Birthday Books (Kathy Henkelman)
    - a. \$500-1377 books bought
  - ii. Buzz Books (Richard Romanski)
  - iii. Calendars (Brian Folan)
  - iv. Child Care Chairperson (OPEN)
  - iii. Cultural Arts Co-Chairpersons (OPEN)
    - a. Author
  - iv. Email Blasts (BOARD)
  - v. Explore More ( Millie McLane, Jennifer Burns)
    - a. MAY 26th
    - b. Need Head Person
  - vi. Fifth Grade Party (Michelle McCorry)
    - a. Begin planning January
      - 1. June 2nd
  - vi. Fifth Grade School Store (Ray Szull & Gina Maher)
  - vii. Hospitality (Erin Dolce)
    - a. Musical 3 Staff members
  - viii. Jump Rope for Heart (Byrd School)



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- ix. Picture Day (Tina Tierney, Kristen Magner, Millie McLane, Gina Maher, Christine Ortloff)
  - a. 777.78
- x. Red Ribbon Week (Tina Tierney)
- xi. Room Parent (OPEN)
- xii. Social Media (Executive Board)
- xiii. Website (Executive Board)
  - 1. Added treasurer information
- xiv. Yearbook Coordinator (Gina Maher & Chris Casterson)
  - xvi. Yearbook Photographer (Gina Maher & Chris Casterson)

### 5. FUNDRAISING (Chris Ortloff)

- a. General Comments
- b. Fundraising Committee Introduction
  - i. Book Fair (Kathy Henkelman)
    - a. Need someone to take over/shadow
      - iii. Box Tops for Education
  - ii. B.Y.R.Dinner Nights (Lynda Griffin)
    - 1. Buffalo Wild Wings
    - 2. Mcdonalds
    - 3. \$220
  - iii. Catalog Sale – Fall ( Millie McLane & Marilyn Marzan)
    - a. Yankee Candle
  - iv. Catalog Sale – Spring (Millie McLane)
    - 1. Flowers
  - v. Family Fall Fest (Kelly Wadas)
    - a. November 11th
  - vi. Gift Cards (Kelley Wadas)
  - vii. Grant Writing (Jake Mullins)
  - viii. Holiday Shop ( Chris Ortloff)
  - ix. Movie Nights (Executive Board)
  - x. Room Fund (Executive Board)
    - 1. \$872.00
  - xi. School Supply Packs (Ray Szull)
    - 1. 85 Packs ordered
  - xii. Shopping Rewards (Millie McLane and Marilyn Marzan)
    - 1. Shoparoo
    - 2. BoxTops 4 Education  
box tops expire so they should be sent to the school right away
    - 3. AmazonSmile  
Enter thru **smile.amazon.com** ONLY!  
Chose to support **Admiral Byrd School PTO**
  - xiii. Spirit Wear (Gina Maher)
    - 1. PTO  
Order forms are being sent home on Friday, September 18th



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Have spirit order forms at movie night

2. District: [byrd.ccsd.59.org](http://byrd.ccsd.59.org) - Parents Tab - School Apparel Shop

### 6. TREASURER (Catherine Braude)

- a. General Comments
- b. Activity

7.0 PRINCIPAL – Mrs. Esser

November 2016

7.01 2016-2017 School Calendar Updates

- a. Tomorrow, (11/4) we are having a school wide Cubs Day parade celebration at 1:00 and permission slips were sent home today. The walking field trip is optional. Go Cubs, Go!
- b. Tuesday, November 8, will be a non-attendance day for students.
- c. Erin's Law (sexual abuse prevention) training will occur in November between 7-22 and again in the spring.
- d. Vision and Hearing screening will be held Thursday, November 10 and notes of those who need additional follow-up will be sent home shortly after that.
- e. The fifth graders will be visiting Harper Junior College on Friday, November 11.
- f. The third grade musical is November 16 with a dress rehearsal at 1:00 p.m. and the evening performance at 6:30 p.m.
- g. The fifth grade Boy /Girl Talk and Choices & Consequences presentation will be on Tuesday, November 22 in the afternoon.
- h. Grade K-5 report cards are going home on December 2.
- i. The Chamber Singers (formerly The EGHS Towne Criers) will be performing at Byrd on December 8 at 2:00 p.m.

7.02 Instruction Updates

- a. We will hold our Title I Parent Advisory Meeting next week, November 9 from 6:30-7:30 in the LRC. We will discuss our budget and solicit ideas from parents on programs they would like to see. We will also discuss the nine District 59 outcomes and How to Read with Your Child at Home.
- b. Our fourth graders will be taking the NAEP (National Assessment of Educational Progress) math and reading assessment on January 31.
- c. The staff continues to deepen their understanding of planning with district and applied outcomes and planning with the end in mind. This will be the focus of our work on the November 8 Institute Day. This is also a topic we will discuss next week at our Title I Parent Advisory Meeting.
- d. We will be assessing students in math and reading with the FAST (Formative Assessment System for Teachers) shortly after we return to school in January 2017.



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- e. The Byrd Sunshine Club, a grief and loss support group, began in October and will run through early December.

7.03 General Comments

- a. The following clubs started the past few weeks: Chimes, Sports Club, Chorus and Tech Club. After the first of the year we will have a new club begin, Arts & Crafts Club
- c. Golden Apple applications are being accepted for grade 4 through 8 teachers. Applications are available online at the address listed below:  
<http://www.goldenapple.org/nominate-a-teacher>
- d. Nurse Dewbray would appreciate any donation of pants, especially those with elastic waists, like sweatpants in all sizes.
- e. Happy Thanksgiving and Happy holidays to all!

7. TEACHER REPRESENTATIVES

- a. General Comments.

8. OLD BUSINESS

- a. none

9. NEW BUSINESS

- a. none

10. CLOSING & ADJOURNMENT

- a. General Comments
- b. Meeting Adjourned 8:15

**In Attendance:**

- |    |                   |             |
|----|-------------------|-------------|
| 1. | Kristen Magner    | Board       |
| 2. | Mike Griffin      | Board       |
| 3. | Cathy Braude      | Board       |
| 4. | Tina Tierney      | Board       |
| 5. | Christine Ortloff | Board       |
| 6. | Ms Magnafichi     | Teacher Rep |
| 7. | Laura Labriola    | Member      |
| 8. | Emily Woemmel     | Member      |
| 9. | Mary Ellen Esser  | Principle   |



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|-----|---------------------|-------------|
| 10. | Rich Romanski       | Member      |
| 11. | Jackie Carlson      | Member      |
| 12. | Kelly Wadas         | Member      |
| 13. | Christine Casterson | Member      |
| 14. | Millie McLane       | Member      |
| 15. | Jeff McLane         | Member      |
| 16. | Marilyn Maizan      | Member      |
| 17. | Violet Fife         | Parent      |
| 18. | Ray Szull           | Member      |
| 19. | Carolyn Duffy       | Teacher Rep |
| 20. | Krystine Mullins    | Parent      |
| 21. | Jake Mullins        | Parent      |
| 22. | Gina Maher          | Member      |
| 23. | Kathy Henkelman     | Member      |
| 24. | Erin Dolce          | Member      |
| 25. | Diane Korzen        | Member      |
| 26. | Trish Pilecki       | Parent      |